

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Town Council Chambers, Town Hall

Meeting Date: September 27, 2005

Meeting Time: 7:00 PM

Members Present:

James A. Langlois, Chairman Robert Peloquin

Jeffrey J. Barr, Vice Chairman Cheryl Choquette

David A. Fontaine

Members Absent:

Staff/Consultants Present:

Timothy Kane, General Legal Counsel Scott A. Gibbs, NEEDS, Inc.

Tom Kravitz, Town Planner

Others Present:

Margarita Iglesia, The Cecil Group

Call To Order:

Chairman James Langlois called the meeting to order at 7:05 PM.

Approval of Minutes:

On a motion by David Fontaine, seconded by Jeffrey Barr, the minutes of August 23, 2005 were unanimously approved as amended.

Approval of Invoices/Bills:

On a motion by Jeffrey Barr, seconded by Bob Peloquin, the invoice from Timothy Kane dated September 19, 2005 in the amount of \$2,040 was unanimously approved. On a motion by Jeffrey Barr, seconded by Bob Peloquin, the invoice from Attorney Richard Pacia in the amount of \$1,000 was unanimously approved. Pertaining to the invoice from the Cecil Group, Tom Kravitz referenced a d memo to Mike Wood dated August 31, 2005. Mr. Kravitz emphasized that he wants to make sure that there is at least one more public meeting. Mr. Kravitz expressed his concern and frustration about getting better attendance at the public meetings. David Fontaine stated that at the previous meeting, two invoices from the Cecil Group were approved subject to Mr. Kravitz's review. Jeffrey Barr responded that it appears that the third invoice needs to be approved. On a motion by Jeffrey Barr, seconded by David Fontaine, the invoice from the Cecil Group in the amount of \$4,826 was unanimously approved.

Citizen Comment:

Roger Bourbonniere provided an overview of planned activities in Downtown Pascoag. Mr. Bourbonniere stated that the DPNA is currently doing a lot of outreach, specifically referencing the owner of

the Echo Plaza who indicated considerable enthusiasm with the Downtown Pascoag activities. Mr. Langlois applauded the activities of the DPNA and Mr. Bourbonniere in their efforts to enlist the support and involvement of such a diverse group of people. Mr. Langlois stated that the fact that so many people are getting involved in the Downtown Pascoag activities may present an opportunity to generate greater participation at the next public meeting with the Cecil Group.

Old Business:

1. Update on Downtown Pascoag Redevelopment District

Margarita Iglesia summarized the conclusions of the last Agency meeting. Ms. Iglesia distributed a memorandum dated September 27, 2005 regarding the Cecil Group's response to comments submitted by various members and staff concerning the draft plan. Ms. Iglesia summarized the comments submitted. Mr. Langlois referenced the issue of a traffic light at the routes 100/107 intersection stating that he is not convinced about the need for a traffic light at this intersection. Mr. Langlois also referenced the suggested location of other traffic controls and the consideration of one way traffic flow on Sayles Avenue going north out of the downtown area. Ms. Iglesia stated that the Cecil Group will provide greater detail regarding funding sources so that it is more understandable. Tim Kane referenced the topic of the BRA being responsible for the execution of the redevelopment plan. Mr. Kane argued that the statement that the BRA is the sole entity to manage the plan should be amended to reflect the BRA's role in working with

other local, state and federal agencies which may have responsibility regarding various issues and activities in the redevelopment of Downtown Pascoag. Regarding the issue of parking spaces along Sayles Avenue, Ms. Iglesia explained that they have reviewed this issue and have identified two more parking spaces. Ms. Iglesia addressed the issue of staffing explaining that additional clarification and detail will be provided on this issue including more definition of possible activities for a coordinator of community activities. Mr. Barr raised concerns about creating the public perception that without the additional staffing support, the redevelopment plan will fail. Mr. Barr suggested that it would be preferable to reference the need to expand the human resources in the Planning Department. Ms. Iglesia stated that a graphic of the proposed river walk will be included in the plan document.

Tom Kravitz indicated that the October 27, 2005 date would be an opportunity to schedule the next public meeting given that there will be a large number of people that evening in Downtown Pascoag. It was suggested that a better approach may be to have a booth in conjunction with the Pumpkin Festival or Road Race to be followed by a formal public meeting. James Langlois recommended that a booth be set-up for the road race and the Pumpkin Festival and then schedule a public meeting for the following week; either November 2, 2005 or November 3, 2005. It was agreed that a tentative date for the public meeting would be November 3, 2005.

2. Update Stillwater Mill - Redevelopment District

Tom Kravitz presented the Phase II library plans. Mr. Kravitz provided an overview of the general lot layout indicating that there have been only minor changes from the plan previously presented to the Agency including moving the building further from the river and incorporating a set of stairs from the upper parking lot to the property occupied by the Mill House Restaurant. Mr. Kravitz presented the landscape plan stating that he wants to talk to the landscape architect regarding long-term maintenance issues. Mr. Kravitz then presented the elevation drawings. On a motion by Jeffrey Barr, seconded by Bob Peloquin, it was unanimously approved to execute the document provided by Tom Kravitz indicating the Agency's general support of the plans for the Jesse Smith Memorial Library.

New Business:

1. Consider Hiring Staff for the Agency.

After some discussion, James Langlois indicated that there appears to be a general agreement that there needs to be additional staff hired to assist the Agency activities. Tim Kane suggested that a job description and qualifications be prepared for the next meeting. A motion was made by Jeffrey Barr to have Scott Gibbs and Tom Kravitz draft a job description, title and qualifications for a staff person for the Agency. The motion was seconded by Bob Peloquin and unanimously approved.

On a motion by David Fontaine, seconded by Jeffrey Barr, it was unanimously approved to take items 2, 3 and 4 and move them into Executive Session.

Executive Session:

Pursuant to Rhode Island General Laws 42-46-5(a)5 regarding discussion relating to the acquisition of real property (Champion Realty Map 160 lot 65), a motion was made by Jeffrey Barr to go into closed session, the motion was seconded by Bob Peloquin, with James Langlois, Cheryl Choquette and David Fontaine all voting to support the motion.

A motion to reconvene the public portion of the meeting and to seal the minutes of the Executive Session was made by Cheryl Choquette, seconded by Jeffrey, with Bob Peloquin, David Fontaine and James Langlois all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that one vote was taken in Executive Session.

Adjournment:

On a motion by Jeffrey Barr, seconded by Bob Peloquin, a motion to adjourn the meeting was unanimously approved. The meeting adjourned at 9:30 PM.

Minutes approved by:

Michael C. Wood, Secretary Date:

Date filed with Town Clerk: _____